

Middletown Public Library Board of Trustees

Minutes of Meeting – December 20, 2011

Middletown Public Library

700 West Main Road

Middletown, Rhode Island

Members Present: Paul LaMond, Chair; Steve Arendt, Vice-Chair; Lucie-Anne Dionne-Thomas; Sally Gauch; Ernest Gibbons; John Grisham.

Members Absent: Ellrony Williams.

Others Present: Theresa Coish, Library Director; Barbara VonVillas, Town Council Liaison; Sue Connor, Candise Prewitt.

--Meeting called to order at 6:05 P.M. by Paul LaMond, Chair.

Disposition of Minutes:

--Minutes of November 15, 2011 meeting reviewed. Motion to accept: Arendt. Second: Dionne-Thomas. Unanimously carried.

Open Call by Chair announcing Executive Session pursuant to RIGL 42-46-2, 42-46-4, 42-46-5(a)(1) (personnel matters) and 42-46-5(a)(2) (collective bargaining and/or litigation). Motion to enter Executive

**Session for stated purposes: Grisham. Second: Dionne-Thomas.
Unanimously carried.**

Executive session began at 6:06 P.M., ended at 7:23 P.M.

**Motion to seal executive session minutes: Arendt. Second: LaMond.
Unanimously carried.**

**Motion to adjust salary for Head of Technical Services as
recommended: Arendt. Second: LaMond. Unanimously carried.**

Correspondence received:

**--Letter from Library volunteer Jeanne Rooney, thanking the Library
for the Christmas centerpiece given to her as gift in appreciation for
her services.**

**--Letter from Jeanne Smith, thanking the Library Board and staff for
the plant sent to her home during her recent convalescence.**

**--Letter from East Bay Community Action Program, expressing
appreciation for the Library's hosting of their recent Toy Distribution.**

**Director's report: Theresa Coish orally reviewed information. Motion
to accept: Grisham. Second: Dionne-Thomas. Unanimously carried.**

Discussion re change order in the amount of \$33,892.06 on Library building entrance column project, additional funds to be appropriated from Town's Capital Improvement Budget. Motion to approve: Arendt. Second: Gauch. Unanimously carried.

Committee reports:

--Budget: Steve Arendt reported that the committee met Dec. 19, and has been in close communication with Town Hall for the purpose of preparing the Library's proposed draft budget (see Unfinished Business, infra).

--Contract Negotiations: No report.

--Director's Evaluation: No report.

--Friends Liaison: Theresa Coish reported on holiday gift-wrapping events as noted at prior Board meeting. The Friends' annual meeting is scheduled for March 18, 2012, at a location to be determined. Donations to the Friends and sales at the Friends' Bookstore remain strong, with a full slate of volunteers.

--Policy Review: Discussion re Library's Unattended Child Policy, review of current policy and proposed revisions. Motion to adopt new policy as submitted: Arendt. Second: Grisham. Unanimously carried.

Unfinished Business:

-- FY 2013 budget—review of proposed draft budget as presently constituted. Not all data from Town Hall has been received. Action deferred until the January Board meeting, which will be scheduled prior to the Council budget workshop on the 17th.

New Business:

--None.

Public presentation to, or discussion with the Board:

--No one asked to address the Board during this portion of the meeting.

Announcements:

-The date of the next regularly scheduled Board meeting has been changed from Tuesday, January 17, 2012 to Wednesday, January 11 at 6:00 P.M. at the Library, in order to accommodate the Town Council's budget workshop with the Library.

--Motion to adjourn: Gauch. Second: LaMond. Unanimously carried.

Meeting adjourned at 8:32 P.M.

Respectfully submitted,

John W. Grisham

Secretary